

## Registry Newsvine: November 2009

Dear The Nevada Registry,

### Inside This Issue

**This issue of the Newsvine contains information about new child care licensing regulations and the resulting partnership between The Nevada Registry and Child Care Licensing, a new Registry service that will be available soon and important program reminders for participants and trainers alike. We are also introducing a new feature called “Feedback from the Field” that will allow us to share comments we’ve received in support of the work being done at the Registry.**

### Timeline for Mandatory Participation

#### Participation with the Registry grows.

As reported in our last issue of the Newsvine, participation with the Registry was written into the State Child Care Licensing Regulations, Revised Adopted Regulation R112-06 (Sec. 40 NAC 432A.306) and adopted on April 23, 2009. What this means is that everyone working in a licensed child care setting is now required to apply for Career Ladder Placement with The Nevada Registry. This requirement will be phased in over the next 3-1/2 years and is an important step in growing Early Care and Education (ECE) as a profession in Nevada. [View the phase-in timeline.](#)

This is an exciting time for the Registry and for the profession because for the first time in our state’s history, we will be able to collect ongoing statewide data on the ECE workforce in Nevada. The data collected can then be used to support and inform the decision-making process about the development of an improved Early Care and Education system in Nevada, including providing data to the Nevada State Legislature in support of increased funding for programs.

Please keep in mind that the information in your file is confidential. Any data pulled from our system for reporting purposes is always aggregated and never attached to an individual’s name or file. The data collected is for no other purpose than to be able to create an accurate picture of the ECE workforce in our state and then to use that data to advocate for better compensation and more respect for the

### Program Statistics

[View](#) a selection of the most commonly requested program statistics related to Career Ladder participation and the Training Approval system.

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### Training Calendar

[Search here](#) for approved training to meet your licensing requirements!

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### Job Board

Advertise [job openings](#) or view a [listing of current job opportunities](#) in the field.

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### Letter to the Editor

Do you have a compliment, success story, concern, frustration or general feedback for the Registry? Let your voice be heard by submitting a letter to the editor!\* Please send a letter or email to:

The Nevada Registry  
c/o Letter to the Editor  
680 S. Rock Boulevard  
Reno, NV 89502

Or email:  
[nevadaregistry@washoe.k12.nv.us](mailto:nevadaregistry@washoe.k12.nv.us)

\* The Nevada Registry reserves the right to publish participant feedback on its web site and/or newsletter. We may edit comments for clarity or brevity and identify authors by name and location. See website for complete submission guidelines.

important work being done in early childhood throughout the state.

The Registry has developed a number of ways to help you or your program get better acquainted with our services. Contact us today to schedule an on-site orientation, one-on-one technical assistance, or attend an upcoming community presentation! Feel free to visit [www.nevadaregistry.org](http://www.nevadaregistry.org), call us at (775) 448-5275 or (800) 259-1906 or email us at [nevadaregistry@washoe.k12.nv.us](mailto:nevadaregistry@washoe.k12.nv.us) for more information.

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### **Partnership with Child Care Licensing**

**Working together to streamline the process.**

Child Care Licensing will begin to verify participation with the Registry as of April 1, 2010. To assist with this process, the Registry has partnered with statewide Licensing departments to develop a mechanism that helps licensing staff easily determine an individual's application status with our program. Through this system, Licensing staff can search a limited access database for an individual by first or last name or program/center name to generate a listing of participants reporting employment at that site. Again, no personal information is being released. The only information Licensing can see is your name, last reported place of employment, Registry status (active, inactive, etc.), and your certificate expiration date. We are hopeful that this partnership will help ease the transition to mandatory participation and make the job of verifying application to the program easier, without creating any unnecessary burden to our participants—Licensing will be able to verify that you are an active participant of the Registry without asking you for a copy of your Certificate of Achievement!

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### **Trainer Directory: New Service Coming Soon!**

**Connecting Early Childhood professionals with trainers across the state.**

In an effort to increase accessibility to training and to assist ECE professionals in meeting their professional development goals, the Registry has been in the process of developing a Trainer Directory. The directory will be available on the Registry website and will allow consumers of training to look for specific trainers with expertise in specific topics of interest. Trainers who are available to provide training and education to the workforce, and who choose to be listed in the directory, will be able to do so for a nominal annual fee (\$25 for individual trainers and \$50 for agencies, per year). The directory will contain information specific to individual trainers such as name, employer/business name, educational background, Career Ladder level, and eventually, trainer level (in conjunction with the development of trainer criteria). Basic contact information and areas of training expertise will also be provided. Fees collected will be used to support professional development activities for Registry participants. The directory is currently in the final testing phase and is projected to be available online soon. Announcements will be made when this service is available.

## **Program Reminders:**

Information you need to know.

### **Conference Scholarships:**

A limited number of scholarships will once again be available for the annual NevAEYC Conference to be held in Las Vegas in April 2010. Scholarships include conference registration and a travel per diem for those in Northern or Rural Nevada. Scholarship applications are available to download now, but will also be mailed statewide to licensed centers, home providers and NevAEYC members in January. Winners will be randomly selected in February. Remember that you must be an active Registry participant at the time of application to be eligible to win so be sure renew your Career Development file annually! Visit [www.nevaeyc.org](http://www.nevaeyc.org) for more information.

### **New Policy Regarding Submission of Paperwork:**

The Registry is now scanning all of our program files in an effort to conserve office space as well to electronically store all of your information. As a result, the quality of the documents you submit initially and upon each renewal is now more important than ever. Whether it be your application/renewal form, transcripts or training certificates, faxed documentation generally is of lesser quality once received and becomes more challenging to scan and store electronically. For this reason, **as of January 1, 2010, the Registry will no longer accept faxed Participant Applications or Renewal Forms.** Poor quality copies will be returned for replacement copies, which will result in a delay in processing time. Please keep this in mind if you are a trainer as well. As much as possible, avoid printing certificates on dark colored paper, and when adding a logo or fun clip art to your certificates, avoid placing it over or behind the text that is necessary for verification and data entry on our end (name of trainee, name of training, date of training, Registry-approval code). Feel free to download and use the Certificate of Completion template that is available on the [Downloads](#) page of the Registry website.

### **Update to Attendance Form:**

The Training Attendance Sheet that is used to document attendance at Registry-approved events has been updated with a column labeled, "Certificate Issued?". A signature in an of itself does not verify whether an individual was in attendance for the entire event; it simply verifies that the person signed in at some point. Because child care licensing occasionally refers to these attendance sheets to verify certificates, checking "yes" when a certificate has been issued can assist with the verification process (The trainer should be the only person checking this box). Please [download](#) the updated form and begin using at your upcoming trainings.

### **Training Attendance Verification:**

As you know, an attendance sheet is required at each Registry-approved training. Please keep in mind that listing your Registry ID number on the sign-in sheet at a training does not mean that the Registry has documentation that you attended. At this time, the certificate you receive is the only verification of attendance. Please continue to submit copies of all training certificates to the Registry upon your annual renewal. This is the only way that completed training can be added to your Career Development file.

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### Feedback from the Field

Hear what people are saying about the Registry.

*“Thank you and your staff for providing a useful and multi-faceted website. I recently went to the Job Board and applied for a position. I started working [on Monday] and I couldn't be happier! Thanks for including so many great resources on the Registry website.”* Jane W., 5-Year Registry Participant and Registered Trainer

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### Looking Ahead

What to expect in upcoming issues of the Newsvine.

#### **OUTREACH SCHEDULE**

As mentioned above, the Registry aims to connect with professionals across the state to help facilitate the application process. We are currently developing an outreach plan that will include statewide community presentation/outreach events. Look for the 2010 event schedule in our next issue of the Newsvine.

*If one can see beyond the visible, one can accomplish the impossible.*

*- Unknown*

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